

Minutes of the Meeting of the Burghwallis Parish Council, 7pm, Tuesday 7 April 2015 at the Burghwallis Public House

In Attendance:

Chairman	K Walters
Vice Chair:	G Laming
	B Grimes
	E Bell
	D Hudson
Clerk:	G Bean

1. **Apologies:** None received.
2. **Members of the Public:** Various members of the public in attendance, all welcomed by KW. Matters raised by members of the public:
 - a. Concerns about the burning of potentially toxic rubbish at a property on Scorcher Hills Lane. KW noted that in the event of concerns, residents must contact the Environmental Team at DMBC.
 - b. Concerns were raised by members of the public about the same property not being in line with the original planning application. KW noted that any alterations to a planning application would be brought to the attention of the Parish council by DMBC and if any objections were raised by members of the public in this respect they could be made to the Parish Council who would forward those on or they could be made to the Planning Department of DMBC direct.
 - c. The Landlady of the Burghwallis Public House has been made aware of the concerns of some residents as to the benefit to the village and surrounding areas of the public house. In light of this, she has taken steps to gather signatures of patrons, both from the village and from surrounding villages in support of the value of the public house to the immediate and surrounding communities. Those signatures were presented to the Parish Council and it was confirmed that the minutes would be noted.
3. **Disclosures or declarations of interest:** None received.
4. **Minutes of Previous meeting (3 March 2015):** BG noted that at paragraph 9, action had been suggested on her part but it should have been GL. All agreed that amendment. BG proposed that the minutes of the last meeting should be agreed as a true and accurate record, KW seconded, vote held and all agreed. Minutes signed by chair and vice-chair.
5. **Matters arising:** None noted
6. **Financial matters:**
 - a. Bank reconciliation to 29.03.15: KW proposed, GL seconded that this was approved, vote held and all agreed.
 - b. Clerks timesheet for this quarter was considered. Figures provided by D Malley for Salary payment and Tax/NI payment considered also. KW proposed, BG seconded, vote held and all agreed this was approved.

- c. Year end reconciliation not yet finalised, will follow in due course by email to be considered at the next meeting before going to internal auditors and then on to external auditors by 3 June 2015..

Action: GB

- d. Invoices presented for YLCA Subs and DMBC election costs. GB explained that DMBC had set up a rolling contract for the Parish Council to pay £300 per annum towards election costs but GB had queried this given that election costs were £900 last time round and were paid over 3 years however, this election would be for a term of 6 years and so we would be paying manifestly in excess of the sum due. GB to return to DMBC but in the meantime how to deal with the invoice was discussed. KW proposed that YLCA subs were agreed and DMBC invoice was held in abeyance. GL seconded, vote held and all agreed.

Action: GB

- e. GB noted that the first instalment of the 2015/16 precept was deposited into the bank on 2 April 2015 in the sum of £2,750, making the full Precept for this financial year £5,500, an increase of £500/10% on last year's Precept. This was against the £6,000 that had been requested.

7. Training: GB noted that YLCA had still not returned to GB with a training schedule but GB had attended the Clerks Working Group meeting and they were keen on SLCC membership which would provide training for GB. GB noted that no information had yet been received. To carry forward this topic to the next meeting.

8. Neighbourhood plan: KW confirmed that the consultation period had completed and the NP committee now needed to take advice from Planning Aid and prepare a Consultation Statement. KW noted that she was to attend the workshop on 7 May 2015. To carry this topic forward to the next meeting.

9. Plague Well

- a. **Update from EB:** EB noted that a stone had been donated by Mr Tony Lunn to the Parish council to be used to mark the Plague Well. EB noted that the stone was approx. 5feet high, 2 feet wide and 16 inches deep and all agreed this was an excellent size. All expressed their thanks to Mr Lund and noted that this was excellent progress. EB to make arrangements to have the stone moved and put in situ where previously agreed.

Action: EB

- b. **Consideration of write up from Margaret Burns, amended by KW:** KW proposed, BG seconded, vote held and all agreed in light of EB's comments to focus on the stone and return to this at a later date.

- c. **Update from KW & GL re Other Stones in the Area:** Photographs exhibited by GL of the signage in Barnby Dunn, all agreed that the circular signage looked good. KW exhibited a photo of the stone at Askern Town Council. It was noted that now a stone had be kindly gifted, once that was in place the Parish council could put their minds to the signage.

10. Village signs:

- a. **Responses from Residents:** GB noted that some responses have been received. GB to check that all are in and if not to chase.

Action: GB

- b. **Update on Broxap Quote:** GB noted that she had not received a response with a quote despite chasing this matter. GB to continue to chase and EB noted his concerns that these signs would be expensive but it was considered that the Parish Council should await the quote before voting on action to be taken.

- 11. Wall at Abbes Walk:** GL noted that she did not seem to be getting anywhere by attending at the property as no one seemed to be in and so she suggested a letter was drafted and sent to the owners of the property, enclosing a copy of the email from DMBC noting that the wall is the responsibility of the property owners and requesting that they consider reducing the height of the wall to aid lines of sight for vehicles. GL proposed, KW seconded, vote held and all agreed. GL to draft letter to be approved by KW before posting.

Action: GL

- 12. Ground Maintenance Tender:** GB noted that the quote had been received and circulated. Responses by email suggested that all felt it was too expensive. All noted that we are currently with DMBC who always do a good job and have been very accommodating in relation to working around functions etc. BG proposed we remain with DMBC, GL seconded, vote held and all agreed.

- 13. NALC Award:** KW confirmed that upon further investigation it appears that the Parish Council was not yet in a position to obtain the Quality Award. KW noted the items which the Parish Council would need to work on and suggested that these were worked on over the next 12 months with a view to reconsidering this matter in the future. KW proposed as suggested, BG seconded, vote held and all agreed.

Action: All

- 14. Community Speed Watch:** BG has not received any further feedback except the original comments that this did not appear to be something which had appealed to South Yorkshire Police. Agreed to carry forward for a further update at the next meeting

Action: BG**15. Events:**

- a. **Update from GL re British Legion:** GL confirmed that upon speaking with Don, it was noted that the British Legion did not have any plans to commemorate VJ day which would clash with the Events Committee's plans.

- b. **Update from KW re approach to Landlady of The Burghwallis:** KW confirmed that she had spoken to the Landlady who had expressed her agreement to being involved.

- c. **General update:** KW noted that the events committee had considered a party in the park style event, where people brought their own picnics and where there were bands on etc. Further, the Events Committee had suggested a change of date to 16.08.15. KW proposed party in the park style event and change of date be approved, BG seconded, vote held and all agreed. To carry forward for further update at the next meeting.

16. Poor's Field:

- a. GL noted all was well with the Poor's Field, given the attendance of a large number of members of the public, the AGM would be held at the next meeting. GL to provide GB with reconciliation and previous Charities Commission Return to allow GB to submit the accounts to internal auditors and then to the Charities Commission.

Action: GL/GB

- b. EB had suggested, as an idea for the use of the money from the Poor's Field to benefit the entire community, an open buffet following the Carol Service, which would allow the entire village to benefit. All considered and noted this was a good idea, to be kept in mind when decisions are made over the Poor's Field funds.

17. Playing Field:

- a. **Update on Fruit Trees:** BG noted that she would chase up a response from the relevant person at DMBC in this respect to update at next meeting.

Action: BG

- b. **Dog Fouling:** GL to inspect tomorrow morning.

Action: GL**18. Websites:**

- a. KW confirmed 2161 hits this month but noted that figures are skewed due to crashing of website and extensive work that has been carried out trying to fix it. KW noted that a significant number of hours work has been undertaken, including by the website expert and they hoped to have everything up and running and in full working order shortly.

Action: KW

- b. KW noted that she had paid the sum of £37.45 to change the website to the ellipsis system as recommended by the website technicians. Invoice presented by KW. BG proposed this sum was refunded to KW, GL seconded, vote held and all agreed.

Action: GB**19. Email correspondence:** Nothing to note.**20. Tree planting:**

- a. BG noted that she still had some left over trees in her garden which were sprouting and she suggested that they were planted a little further up Scorcher Hills Lane. BG proposed, KW seconded, vote held and all agreed.

Action: BG

- b. DH noted the significant amount of assistance and young trees that had been provided by the Woodland Trust and suggested that a donation should be made to express the Parish Council's gratitude. DH proposed a donation of £50. KW seconded, vote held and all agreed.

Action: GB**21. Update on EB's Approach to Charities:** EB noted that despite various enquiries he had not been successful in acquiring any charity funding to assist the Parish Council.

- 22. Gates at St Annes:** KW confirmed that she had made enquiries and had been informed that there did appear to be an intention to re-site the original gates however, currently this was being held up by DMBC who are dealing with the Pre-Application Enquiry. To carry forward to next meeting for a further update.

Action: KW

23. Complaint Received from Mrs Alison Briggs:

The following statement was read by the Clerk to the Council:

“The Parish Council notes that a complaint has been received from Mrs Alison Briggs of Scorchers Hills Lane. The Parish Council confirmed that, in line with the Localism Act, this complaint was forwarded to the Monitoring Officer at Doncaster Metropolitan Borough Council. In the intervening period, the Parish Council has drafted a response to the complaint which is recorded within the minutes accordingly.

The Parish Council, in response to the complain wishes to reiterate that each and every Councillor is passionate about the village of Burghwallis and promoting community values therein. The Parish Council understands that there appears to have been a mis-interpretation of comments made by the Parish Council’s Chairperson to Mrs Briggs. Whilst the Chair acknowledged her passion for the village, she maintains that within the conversation she was in no way rude, raised her voice and was not derogatory and feels that the interpretation of her passion and drive to see the village of Burghwallis thrive was misunderstood.

The Parish Council takes all complaints and comments seriously and investigates those in line with the Members Code of Conduct, the Parish Council’s own Standing Orders and the Localism Act. The Parish Council invites all parishioners to attend Parish Council meetings which are advertised on the website and actively encourages members of the community to put forward their comments for consideration.”

24. Any other Business:

- a. BG noted that there was a meeting in light of the forthcoming elections on Thursday which she intended to attend. She confirmed that she would distribute any notes accordingly.

Action: BG

- b. KW again noted that she felt it would be prudent to attempt to draft a forecast for the next financial year to assist in budgeting. GB noted that she was hoping to finalise the year end accounts shortly and perhaps when that was approved, at the next meeting then this could be split into sections and each councillor could forecast certain sections accordingly. All agreed to carry forward to next meeting.
- c. KW noted GB’s resignation due to the time commitments required being in excess of those expected. KW confirmed that she did not want GB to resign which was agreed by all Councillors and suggested that the workload was considered. KW suggested that emails were a large part of the time spent by GB given that she had to forward all on and KW suggested that emails were dealt with by those Councillors with access to the internet.

GB explained how to access the email account and various options were discussed. BG proposed that on a monthly basis, DH, BG and GL took responsibility for vetting the email account, forwarding on important emails, disregarding irrelevant ones and listing those which were important. KW seconded, vote held and all agreed. DH would take responsibility this month and GB would email over access details for the

email account. GB agreed to trial this system until the next meeting and consider her position at that stage.

Action: DH/GB

25. Next meeting to be held on Monday 18 May 2015 at 7pm at the Burghwallis Public House.

Signed:
Chair

.....
Vice-Chair